

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
THURSDAY, MAY 6, 1999  
8 A.M.**

Commissioners Present: Kathy Campbell, Chair  
Bob Workman  
Bernie Heier  
Linda Steinman

Commissioners Absent: Larry Hudkins

Others Present: Kerry Eagan, Chief Administrative Officer  
Diane Staab, Deputy County Attorney  
Dave Kroeker, Budget & Fiscal Officer  
Bruce Medcalf, County Clerk  
Gwen Thorpe, Deputy County Clerk  
Ann Taylor, County Clerk's Office

**AGENDA ITEM**

**1 APPROVAL OF STAFF MEETING MINUTES OF TUESDAY, APRIL 27 AND THURSDAY, APRIL 29, 1999**

**MOTION:** Workman moved and Steinman seconded approval of the Staff Meeting minutes of Tuesday, April 27 and Thursday, April 29, 1999. On call Workman, Campbell and Steinman voted aye. Heier was absent from voting. Motion carried.

**2 ADDITIONS TO THE AGENDA**

Heier requested that a discussion of whether to hold County Board Staff Meetings on Tuesdays, rather than Thursdays, be scheduled on the agenda for the May 13<sup>th</sup> Staff Meeting.

**3 DISCUSSION OF BOARD MEMBER MEETINGS**

a. Master Plan Steering Committee - Hudkins

No report was given.

b. Felony Caseload Meeting - Campbell, Hudkins

Campbell reported on a meeting held with Larry Hudkins, County Commissioner; Kerry Eagan, Chief Administrative Officer; Dave Kroeker, Budget & Fiscal Officer; Dennis Keefe, Public Defender; Gary Lacey, County Attorney; and District Court Judge Karen Flowers to discuss the felony caseload, noting the following recommendations:

- \* Request Information Systems to review an IBM computer program for case management
- \* Hire an individual to determine indigency for the Juvenile, County and District Courts

c. Railroad Transportation Safety District - Heier, Steinman and Workman

Heier reported the State Auditor voiced concern regarding the Railroad Transportation Safety District's policy of taxing at the maximum rate, while 12 million dollars is held in reserve to fund delayed projects.

d. Ecological Advisory Committee - Heier

Heier stated that Mort Stelling, Ecological Advisory Committee Chair, reported on the American Planning Association Conference, he recently attended in Seattle.

Heier also reported on the Wilderness Park mediation process and noted that Wilderness Park safety concerns will be discussed at the next Ecological Advisory Committee meeting.

#### **4 LEGISLATIVE UPDATE** - Gordon Kissel, Legislative Consultant

Gordon Kissel, Legislative Consultant, presented a legislative update (Exhibit A), noting the following:

- \* Legislature bracketed LB 770, which changes the exempt amount for inheritance tax purposes. The Revenue Committee will conduct an interim study and seek ways to make the legislation revenue neutral.

Campbell noted concern that attempts to make counties "whole" by replacing lost revenue with State aid are frequently unsuccessful, as that aid is later reduced. She asked whether a tax credit, rather than a percentage, could be provided to heirs.

Kissel agreed to check.

- \* Senator Thompson pulled her amendment to LB 683, which changes the cigarette tax distribution, but plans to pursue allocation of three cents of cigarette tax towards a secured youth facility in Omaha and funding of a juvenile correctional facilities master plan, contained in LB 652, under Select File.

Kissel stated Ron Ross, State Health & Human Services Director, is committed to finding solutions to juvenile detention issues and boarding costs.

- \* Governor Johanns signed LB 112, which provides for the responsibility for payment of costs of medical services for individuals who are arrested, detained or taken into custody.
- \* Legislature passed LB 496, which changes right-of-way for telecommunications lines and related facilities and eminent domain powers.

- \* LB 142, which changes the allocation of the motor vehicle tax, which was placed on Select File. Further change in the distribution formula is not anticipated.

Campbell stated that Kelly Moore Guenzel Handlos, District Court Clerk; Bruce Medcalf, County Clerk; and Dave Kroeker, Budget and Fiscal Officer, will meet with representatives of the Nebraska Association of County Officials (NACO) to discuss their proposed amendment of LB 637, which changes child support payment and disbursement provisions.

Kissel indicated Senator Beutler is not interested in doing anything further with LB 414, which would transfer the office of Clerk of the District Court to the State, until other issues related to the legislation are resolved.

Eagan requested Kissel to check on whether a notification to counties has been included in LB 689, which changes and eliminates in forma pauperis provisions.

**5 MAINTENANCE OF COUNTY SHERIFF'S AIRPLANE** - Terry Wagner, Lancaster County Sheriff; Bill Jarrett, Chief Deputy Sheriff

Bill Jarrett, Chief Deputy Sheriff reviewed the following (Exhibit B):

- \* Recommendation from the Purchasing Agent to award a bid for airplane maintenance and repair to Whisler Aviation, in the amount of \$56,000 for removal, replacement and overhaul of engines; and to Silverhawk Aviation, Inc. in the amount of \$4,168 for overhaul of the exhaust system, annual certification, fuel and ground services
- \* A cost comparison for recent extradition pick-ups

Jarrett stated the Sheriff's Department only has \$27,000 available for the maintenance expense, noting that the airplane is currently grounded until the mandatory maintenance is completed. He explained that use of the department's airplane reduces personnel costs, as retired deputies are frequently utilized on flights and downtime is eliminated. Multiple stops for prisoner pick-up are also possible, as opposed to commercial flights.

In response to questions from the Board, Jarrett explained that a use of a lease-back agreement to pay for maintenance costs is not considered a viable option, due to higher maintenance costs and depletion of flight hours. Use of charter aircraft is not recommended, as those airplanes are not always available to meet the strict time requirements necessary for extraditions.

Dave Kroeker, Budget and Fiscal Officer, suggested investigation of whether the remaining funds necessary for the airplane maintenance could be combined with the purchase of a van for the Attention Center on a Nebraska Association of County Officials (NACO) lease.

**MOTION:** Steinman moved and Heier seconded to authorize Dave Kroeker, Budget and Fiscal Officer; Terry Wagner, Lancaster County Sheriff; and Bill Jarrett, Chief Deputy Sheriff, to determine most appropriate method of funding and report back to the County Board. On call Steinman, Heier, Workman and Campbell voted aye. Motion carried.

**6 INSERT POLICY FOR PAYCHECKS** - Bruce Medcalf, County Clerk; Tim Genuchi, Accounting Operations Manager, County Clerk's Office; Ron Todd, Personnel Director; Karen Eurich, Personnel Operations Specialist

Bruce Medcalf, County Clerk, reviewed a list of information distributed with paychecks in the past and current payroll deductions (Commissioners' Information Packet).

Tim Genuchi, Accounting Operations Manager, explained that printing of information on the back of the paychecks is not available under the new payroll system.

Ron Todd, Personnel Director, remarked that distribution of information with paychecks is the most reliable method of notification to employees, noting County Board authorization is required. He also reported that the City only allows payroll deductions requested by 50 or more employees and suggested that the County adopt a similar policy.

Brief discussion took place, with Board consensus that a written policy for payroll deductions and disbursement of information with employee paychecks needs to be developed. Removal of payroll deductions based on complaints or limited number of employee requests and periodic review of payroll deductions by the County Board, other than those ordered by the Court, was suggested.

**MOTION:** Heier moved and Steinman seconded to direct the County Clerk, Personnel Department and the County Attorney's Office to develop a policy for payroll deductions and disbursement of information with employee paychecks, with input from the American Federation of State, County & Municipal Employees (AFSCME), and the Fraternal Order of Police (FOP) labor unions, and bring back a recommendation to the Board. On call Heier, Steinman, Workman and Campbell voted aye. Motion carried.

The Board also requested the County Clerk's Office to provide information to the Board with regards to the number of employees requesting each payroll deduction.

**7 VETERANS SERVICES QUARTERLY REPORT** - Gary Chalupa, County Veterans Services Officer

Gary Chalupa, County Veterans Services Officer, reviewed the *Veterans Services Quarterly Report* and *Geographic Distribution of Veterans Administration Expenditures for Fiscal Year 1998* (Exhibit C), noting the following for the County:

- \* \$58,891,875 in disbursements, most of which he stated were through the Veterans Administration Medical Center
- \* \$18,286,624 in compensation and pension, a three million dollar increase over last year which he attributed to an increase in Cost of Living Adjustment (COLA), as well as a number of new recipients

Chalupa also reviewed a list of *Applicants for the Veterans Service Committee* (included in Exhibit C), noting it is the recommendation of the Veterans Service Committee that Billy D. Williams be appointed.

**MOTION:** Steinman moved and Heier seconded to accept the Veterans Service Committee's recommendation and authorize Gary Chalupa, County Veterans Services Officer, to place the appointment of Billy D. Williams on a Tuesday County Board of Commissioners Meeting agenda, pending bond approval.

In response to a question from Workman, Chalupa stated that lack of representation from American Legion Post 3 may also be a point of consideration in filling the vacancy.

**ON CALL:** Steinman, Heier, Workman and Campbell voted aye. Motion carried.

**8 GEOGRAPHIC INFORMATION SYSTEMS (GIS) INTERLOCAL AGREEMENT WITH CITY OF LINCOLN & LOWER PLATTE SOUTH NATURAL RESOURCES DISTRICT-** Kent Morgan, Assistant Planning Director

Kent Morgan, Assistant Planning Director, explained it is the intent of the Geographic Information Systems Committee to extend the City/County GIS network to agencies beyond the City and County structure . Morgan stated the Lower Platte South Natural Resources District meets the following criteria for inclusion:

- \* Commitment to the employment and advancement of GIS
- \* Desire to become part of the larger working team
- \* Willingness to share GIS information and files
- \* Exhibits a voluntary capacity to contribute resources to the effort

In response to a question from Steinman, Morgan stated that similar negotiations with Lincoln Electric System (LES) are taking place.

**NOTE:** This item is scheduled for action on the May 18<sup>th</sup> County Board of Commissioners Meeting agenda.

**9 FINAL PLAT NO. 98038, YANKEE LAKE ACRES; CHANGE OF ZONE NO. 182, AGRICULTURE (AG) TO AGRICULTURE RESIDENTIAL (AGR); PRELIMINARY PLAT NO. 98032, WAPITI ESTATES; CHANGE OF ZONE NO. 187 AND 188, AGRICULTURE (AG) TO INDUSTRIAL (I)**  
- Mike DeKalb, Planning Department

Final Plat No. 98038, Yankee Lake Acres

Mike DeKalb, Planning Department, reported on Final Plat No. 98038, a request to create 15 residential lots on property located at Southwest 56<sup>th</sup> & Denton Road, noting that the applicant has met all conditions (Exhibit D).

### Change of Zone No. 187 and 188

DeKalb reviewed Change of Zone No. 187, a request for a change in zoning designation from Agriculture (AG) to Industrial (I) at a location south of the corner of Highway 43 & Highway 2, commonly known as the Bennet Corner (Exhibit E). He stated the intent is to reconfigure the existing service station to improve accessibility and visibility following a State Department of Roads interchange project. This request received a recommendation of approval from the Planning Staff and Planning Commission.

DeKalb reported that Change of Zone 188 is a request to permit addition signage at the same location for off-premise advertisers. This request received a recommendation of denial from the Planning Staff and Planning Commission, as it is not needed at this time. DeKalb noted the owner has indicated plans to add freestanding restaurant pads and a hotel in the future, which will require Business (B) zoning. He indicated the service station's Industrial (I) zoning could be amended to Business (B) at that time.

In response to a question from Campbell, DeKalb stated the Village of Bennet and applicant are in agreement with the recommendation to delay changing the zoning designation from Industrial (I) to Business (B) until final plans for the hotel expansion are submitted.

### Change of Zone No. 182 and Preliminary Plat No. 98032, Wapiti Estates

DeKalb reviewed Change of Zone No. 182 and Preliminary Plat No. 98032, a request to create acreage lots, Wapiti Estates, at a location south and west of 27<sup>th</sup> & Rokeby Road (Exhibits F and G). He indicated the area of application on the *Lancaster County's Land Use Plan* map, noting the area of application is designated as agricultural use and serviced by gravel roads. Planning Staff recommended denial and the Planning Commission recommended approval, on a split vote.

Steinman read an excerpt of comments made by Russ Bayer, Planning Commission, in a session of that body, in which he indicated that he will vote approval of all acreage development requests until there is an amendment to the Comprehensive Plan that deals with development in the County.

Workman stated the Comprehensive Plan addresses development in the County, noting there is land designated suitable for acreage development on the land use map that has not been developed to date.

Campbell added that the County Board has demonstrated flexibility with regards to the development, if the requests are contiguous to other development or an unusual situation exists. She also noted that the County Board is working on rural land use issues and identification of "sweet spots" in the County, areas with sufficient infrastructure to support acreage development.

Heier remarked that he is frustrated the County Board has not implemented any significant changes recommended by the Rural Land Use Task Force. He also noted concern with the lack of a report on ways to provide infrastructure from the Fringe Growth Task Force and problems with the County's "20 acre rule", which sets the minimum lot size at 20 acres in the Agriculture (AG) district. Heier suggested that development proposals are not forthcoming, due to a perception in the community that the County Board will deny requests that do not strictly adhere to the Comprehensive Plan.

**10 BENEFITS CONSULTANT REQUEST FOR PROPOSALS** - Bill Kostner, City Risk Manager; Larry Schauer, Assistant Purchasing Agent; Ron Todd, Personnel Director; Bill Thoreson, Benefits Specialist

Larry Schauer, Assistant Purchasing Agent, reported on the City and County joint Request for Proposals (RFP) to select a consultant to review insurance benefits. He stated it is the recommendation of the Benefits Consultant Committee to award the bid to Marsh Inc. of Omaha, Nebraska. The County's 1/3 portion of the consultant cost will be \$7,833.33 for the first year of the three year contract, which includes all services except development of an (RFP) for insurance carriers to determine the market.

Bill Thoreson, Benefits Specialist, stated this recommendation is based on cost and proffered services, rather than dissatisfaction with the performance of Arthur Anderson Consulting, current consultant.

Dave Kroeker, Budget & Fiscal Officer, recommended the County form a committee to provide representation at Marsh Inc.'s quarterly meetings.

**MOTION:** Steinman moved and Workman seconded to accept the Benefits Consultant Committee's recommendation and proceed with placing the bid on a Tuesday, County Board of Commissioners Meeting agenda. On call Steinman, Heier, Workman and Campbell voted aye. Motion carried.

**11 ACTION ITEMS**

- a. Video of 1999 Nebraska Geographic Information System (GIS) Symposium Presentation

Eagan reported that 5City-TV is willing to produce a video demonstration of the County's Geographic Information System (GIS) system at the 1999 Nebraska GIS Symposium, at a cost of \$176. This video will be used for future training and broadcast to the public.

**MOTION:** Steinman moved and Heier seconded approval of the Geographic Information System (GIS) video and authorized the expenditure of \$176 for the video production, if sufficient funds do not exist in the GIS budget. On call Steinman, Workman, Heier and Campbell voted aye. Motion carried.

- b. Authorization for Clerk of the District Court to Hire One (1) Additional Clerk Typist II

Campbell noted Dave Kroeker, Budget and Fiscal Officer, recommends approval of the request to alleviate expenditures in the Clerk of the District Court's Office for overtime and temporary personnel.

**MOTION:** Steinman moved and Heier seconded to authorize the hiring of one (1) additional Clerk Typist II in the Clerk of the District Court's Office. On call Steinman, Heier, Workman and Campbell voted aye. Motion carried.

## **12 ADMINISTRATIVE OFFICER REPORT**

- a. Gas Purchasing Consortium

Board consensus to defer item for one week.

- b. Memo to County Departments Regarding Y2K Problems with Phone Systems

Eagan reported that a memo, with the Chair's signature, will be sent to County departments and agencies requesting that all PBX phone systems be checked for Y2K compliance.

- c. Roofing Seminar

Workman indicated that he will attend the demonstration of modified bitumen roofing, proposed for the new juvenile detention facility, at Sprague Roofing Company on May 11<sup>th</sup>.

- d. Meeting with Juvenile Court Judges, Thursday, May 6, 1999 from 6-8 p.m., at Trabert Hall, First Floor Conference Room

Campbell and Heier will attend the meeting.

- e. National Association of Counties (NACo) Annual Conference - July 16-20, 1999 in St. Louis, Missouri

Campbell stated Hudkins, as the County Board's Nebraska Association of County Officials (NACO) representative, may be interested in attending the conference.

## **16 CORRESPONDENCE FROM THE COUNTY BOARD**

Campbell reported that she will respond, on behalf of the Board, to a letter from the Salt Valley Association, with copies to Don Thomas, County Engineer, and Roger Figard, City Engineer.

Campbell will also send a thank you letter, from the County Board, to all the departments that hosted office tours for the Board.

## **19 ADJOURNMENT**

At the direction of the Chair, the meeting was adjourned.

---

Bruce Medcalf  
Lancaster County Clerk